

St. Matthew's Episcopal Church Vestry Meeting Minutes

December 16, 2008

Vestry members in attendance: Father Michael Richardson, Lucy Lord, Melissa Ball, Clay Hubbs, Jerry Grabowski, Kandy Halstead, Laurie Landry, Whit Greene, Mike Shoemaker

Clerk: Laurie Landry

Documents disseminated: November Vestry Minutes (by e-mail), meeting agenda, St. Matthew's Financial Dashboard as of Dec 16, 2008 (Bev Van Zandt).

7:05 p.m., Fr. Michael opened the meeting with prayer.

1. **November Minutes. No changes to the minutes as presented. Laurie L. moved to approve the minutes. Motion passed.**
2. **Annual Meeting Minutes. No changes to the minutes as presented. Laurie L. moved to approve the minutes. Motion passed.**
3. Rector's Report, Fr. Michael
 - Report on news concerning the ECUSA.
 - Chicago meeting of Dioceses and groups that are leaving the ECUSA; attempting to create a separate Anglican Church in the USA
 - The Archbishop of Canterbury indicates that he can't recognize such an entity
 - No Diocese of Colorado parishes have moved to affiliate with the groups leaving the ECUSA (in spite of news reports to the contrary)
 - There are two parishes in the Diocese previously associated with one of the groups attending the Chicago meeting, but there is no indication that either plans to leave the Diocese and ECUSA
 - Bishop O'Neill holding meetings for Diocese priests in January to clarify and give direction concerning our mission in these times
4. Sr. Warden's Report, Kandy H.
 - Vestry Christmas Party
 - Dec 27 or Jan 3, 6 pm at Kandy's home (date to be finalized by e-mail)
 - Lasagna and pot luck!

5. Audit Committee, change in members
 - Fr. Michael reports that Susan G. needs to step down from the 2007 Audit Team due to her husband's illness.
 - Tom. M. and Chuck S. recommend Kevin Parker to replace Susan
 - Need to reappoint the committee to make this change.
 - **Clay Hubbs moved to officially appoint Tom McNish., Chuck Shoemaker, and Kevin Parker as the Audit Committee for 2007 and 2008. Motion passed.**
6. Organ and Floor Project.
 - Fr. Michael reports that there will be a surplus of money left over after all finishing work and the installation of the organ is paid for, perhaps as much as \$5,000 or more.
 - We will need to decide how best to use this money, and suggestions include keeping the money for future maintenance costs or purchasing a set of wooden pipes that will further enhance the quality of the organ.
 - The builder has said that if we choose to install the wooden pipes there will be no charge for the pipes themselves, just for their installation
 - To use the surplus for anything other than the organ and flooring project would require a positive response from everyone who donated to organ and flooring project.
 - Kandy and Fr. Michael will look into creating a plaque for the organ, in memorial of Sarah Balcomb
 - Whit reports that the pews need to be finally placed and screwed down.
 - Grommets will be used for screwing down the front left pews near the choir so that they may be more easily removed to make more space if desired
 - Clay and Fr. Michael will help Whit with the final placement of the pews in the coming week.
 - The HVAC still needs adjustment under the altar
 - The Vestry notes its deepest appreciation to Whit for his leadership and dedication to make the organ and flooring project a reality in time for the Advent Season and Christmas services. His hard work, and the many hours put in by him and several others, ensured that project went forward so well and saved us several thousands of dollars.

7. Stewardship

- Fr. Michael reports that at this time there are 73 pledges totaling \$152,000
- This is the highest pledge response St. Matthew's has had in a number of years.
- The Vestry recognizes the hard work and creativity of Susie Chapin and thanks her for the energizing stewardship campaign she lead this year.
- Next month we will individually call parish members who have pledged in the past to see if there is interest in pledging again for 2009
- Fr. Michael will be sending out another letter on stewardship
- We will also contact new members of the parish

8. Financial Dashboard, submitted by Bev Van Zandt, presented by Fr. Michael for Bev who could not join us this evening

- \$9,000 gain in November, making a significant gain on the budget balance
- However, still \$24,000 behind budget
- Discussed publishing a small graphic to post or put in the Messenger to communicate how far behind we are in pledges

9. 2009 Ministry Plan

- The 2009 Ministry Plan is based upon \$194,000 in pledge income, \$40,000 short of where we currently stand in pledges
- As it stands the 2009 Ministry Plan includes a 4.5% salary increase for all staff. The combined staff increase amounts to \$5,367 (\$3,095 Rector salary plus \$2,272 all other staff salaries combined).
- It is noted that there are also other parts of the Ministry Plan apart from salaries that could be considered for changes
- The Vestry will meet January 13, 2009 to assess what, if any, changes must be made to the Ministry Plan pending December financials and pledges.
- The Finance Committee will meet January 12 to summarize current financial status and pledges and make recommendations to the Vestry concerning the 2009 Ministry Plan

10. Sunday School and Youth Group

- Our Sunday School teachers, under the leadership of Kim Hubbs, are actively addressing the curriculum
- Clay reports that many of the teachers are buying their own materials for the classes on a voluntary basis, which demonstrates their tremendous dedication to the Sunday School Program
- The Youth Group is still planning its mission trip to Alaska. The sign-up deadline is Dec 31

11. Newcomer's Wine and Cheese

- The event went very well, in spite of the construction of the floor going on at the same time.
- Great job by Margy M. and John G., with help from the Fellowship Committee!
- A number of new people have joined St. Matthew's over the past couple of months

12. Pastoral Care, Fr. Michael

- Dave Clement is still going through chemo and asks for prayers for strength to this difficult phase
- Peggy G is scheduled to start another round of chemo after Dec 30, after she receives a new port for treatment; currently having a much needed rest
- Tina N. had a gall bladder operation and is now home
- Brian B. is doing well with some after effects of the surgery and diagnosis he had in late summer
- Sandy G. is still in a rehabilitation home in Denver, waiting for a room at Victoria House and considered other options for her continued care
- Kandy will take communion to Sandy and Peggy
- Kim H. doing well after thyroid surgery; her thyroid is apparently not fully active and she will need medications for this
- Joanne P. doing much better

13. Parish Communications

- Bev Van Zandt has suggested that we improve our communication of happenings at St. Matthew's to both the Diocese and the local newspapers
- The goal would be to be more intentional about advertising special services like the Lessons and Carols, and other events going on at our church
- For example, an article for the paper and Your Hub for the floor inauguration by the Mayor.
- Suggestion that we have a Communications Person or Team for this purpose

14. We officially thank the outgoing Vestry members Melissa Ball, Lucy Lord and Mike Shoemaker for their three years of service to the Vestry, and the many contributions each has made to St. Matthew's as Vestry Members and leaders of our parish.

15. Clay Hubbs moved to adjourn. Motion passed. Meeting closed at 9:30 p.m..